

Ecole Peace Arch Elementary
Minutes of the Monthly Meeting of the PAC
November 16, 2021
6:30 PM

“We would like to acknowledge the shared, unceded territory of the Katzie, Semiahmoo, Kwantlen and other Coast Salish Peoples on which we work, play and learn”.

Location of Meeting: School Library

Present at meeting: President – Kirsten Yanicki
Vice President – Amy Chen
Treasurer – Tana Jennings
Secretary – Luana Recchia

11 Attendees – Kirsten Yanicki, Tana Jennings, Amy Chen, Luana Recchia, Kristy Crnkovich, Sarbjit Sahota, Kristen Fryer, Shannon Versluis, Maria Ramsey, Jerry Wang, Moses Oyewole

Meeting called to order November 16, 2021 @ 6:30PM

Meeting agenda has been proposed to keep track of staying on topic. Agenda was distributed and any new topics will add as “new business”. Motion to adopt Minutes of the meeting. All in favour, no one opposed.

Principal’s Message - Kristy Crnkovich

- Remembrance Day assembly took place outside in the courtyard with much success. Positive feedback from staff and students has cemented our decision to move ahead with more outdoor assemblies.
- Our cultivating diversity is under way. We have presenters that have offered to share their ancestry in our classrooms. We have our paper dolls coming in and looking incredible.
- Our cultural surveys have gone home and are coming back as well
- We have placed a world map in the back of the library where families can place a pin on the map to represent our diversity at Peace Arch.
- Project Lavender will begin next week and will run for the next two Mondays which is being run through the RCMP for grade 5-7 to speak about at-risk behaviour.
- Spirit Days have been planned and will kick off this Friday with “Dress as your dream job”. In December it will Red and Green Day.
- In December, the Leadership Teams are planning a jingle walk where students and staff will be leaving information regarding our food drive at neighbouring homes which will then be picked up the following week.
- We are also planning caroling and hot chocolate in December as well depending on the weather.
- The Lego club begins this Thursday November 18 with our grade 2 classes.
- The Crochet Club is underway with Lauren Adams heading it up.

- Dino Gardens and Fairy Gardens have been purchased
- Anna and Simryn have designed our sensory pathways and will be working with a parent to bring the vision to our Peace Arch pavement.
- Anna has also found a parent to help construct our Mud Kitchens.
- Laureen has connected with Sound Rate and looks like we will have a sound system installation in the new year.
- We are planning field trips for our intermediates. We are being mindful in our plans that covid vaccinations are not required so everyone can be included.

Financial Report - Tana Jennings

- As of October 31st, between our two bank accounts we have \$62 893.00.
- The balance of our payables, which is monies left from our hot lunch program in 2020 still to be paid to parents, will be going towards the next round of hot lunch and then our payables will be cleared.
- Under equity, we opened the year with \$42 015.00
- Our Net income for this year so far until October 31st \$20 602.00
- Our Assets equal our liabilities and equity which balances out.
- First column of the budget report is the last budget we approved at the last meeting and the second column is our actual for the year to October 31st.
- Our Neufeld Farms Fundraiser is up and running and current numbers are \$1394.00 profit so far.

Please see attached latest financial report.

V.P Report – Amy Chen

- DPAC topic for evening was “Finance 101”, a guide to help us make better use of our gaming fund, etc.
- Reminder that DPAC meetings are not only for PAC executives. All Surrey District Schools parents and staff are welcome to attend.
- We currently do not have representation in the CFP (Canadian Parents for French) and would be highly beneficial for one of our parents to attend these meetings.

Fundraising – Shannon & Kristen

- Neufeld farms so far is a huge success
- 75% of orders are linked to the QR code provided
- Reminder Pick Up day will be after school December 3 on the gravel field
- Cob’s passive fundraising made \$128.00 for last year
- Fundraising for January: Global Coffee, Arts Cards, Purdy’s
- We have reached out for White Spot night. Preferably for January or February
- Boston Pizza is also being considered again for a restaurant night.
- Ideally, we can have a Restaurant Night every other month depending on restaurant participation
- Due to the success of the Pumpkin Patch for Halloween, we would like to have a Christmas event. Gingerbread decorating, Christmas trees in the Gym to decorate, different stations set up for the kids to decorate ornaments...etc.
- Keeping in mind the need for physical distancing, activities will be considered.

Please see attached fundraising report.

Open Forum

- The Fencing around the new sodded area will be up until June to deter the kids from playing on the grass. Pathway has been opened
- New drainage tops have also placed on the drains on Orca Pod and during the summer pipes will be buried. We will also be having our parking lot paved as well.
- Amy and Luana will be tackling the emergency kit storage to sort out anything expired and re organize all contents

Meeting Adjourned at 8:16 pm. Next PAC meeting to be held Tuesday January 18, 2022. Location & Time TBA

- **October Balance Sheet:**
 - Assets: Currently have \$62,893 between our two bank accounts
 - Liabilities: Accounts Payable includes Hot Lunch funds owed to parents from Spring of 2020 which will be put towards Round 2 HL.
 - Equity: Opened the year with an Equity Balance of \$42,015, Net Income as of Oct. 31 is \$20,602

- **Budget Report:**
 - **Income:** We have received the Gaming Grant for this year - \$10,320
 - Round 1 of Hot Lunch has brought in \$24,838.33 as of Oct 31
 - Our PST Rebate from the purchase of the 2 playgrounds and the iPads last year has been completed and sent in - \$9086. We are waiting to hear from the District as to when we will receive a deposit.
 - Neufeld Farms Fundraiser is well underway – Total profit to date is \$1,394 – will appear on November’s Financial Report
 - **Expenses:** Classroom/Field Trip funds (\$7,310) – cheque has been provided to the school for the 2021/2022 school year
 - Hot Lunch Expenses reflected only for October (\$7,098) so far
 - **Net Income:** as of October 31 = \$20,602.14

 - **November Expenses:**
 - Stream of Dreams - \$1,028.50 (Gaming Grant)
 - Pumpkin Patch - \$2,648
 - Weekly Hot Lunch expenses

- **Motion** to accept the October 2021 Financial Statement

Peace Arch Elementary PAC
Balance Sheet 10/31/2021

ASSETS

Current Assets

| | |
|---------------------------------|-------------|
| Cash on Hand | \$0.00 |
| Van City Operating Account | \$52,570.36 |
| Gaming Grant Account | \$10,323.49 |
| Term Deposit | \$0.00 |
| PAC Funds Held in SD#36 Account | \$0.00 |
| Accounts Receivable | \$0.00 |

Total Assets \$62,893.85

LIABILITIES

| | |
|------------------|----------|
| Accounts Payable | \$276.11 |
|------------------|----------|

Total Liabilities \$276.11

EQUITY

| | |
|-------------------|-------------|
| Opening Balances | \$42,015.60 |
| Retained Earnings | \$20,602.14 |

Total Equity \$62,617.74

Total Liabilities & Equity \$62,893.85

Peace Arch Elementary PAC

Budget Report 10-31-2021

| | Budget | Actual | Difference |
|---|---------------------|--------------------|----------------------|
| INCOME | | | |
| Annual Donations Drive | \$3,000.00 | \$0.00 | (\$3,000.00) |
| Gaming Grant | \$10,320.00 | \$10,320.00 | \$0.00 |
| PST Rebate | \$9,086.00 | \$0.00 | (\$9,086.00) |
| Hot Lunch Revenue: | | | |
| Hot Lunch Round 1 * | \$23,000.00 | \$24,838.33 | \$1,838.33 |
| Hot Lunch Round 2 * | \$23,000.00 | \$0.00 | (\$23,000.00) |
| Hot Lunch Round 3 * | \$23,000.00 | \$0.00 | (\$23,000.00) |
| Fundraisers: | | | |
| Art Cards * | \$1,000.00 | \$0.00 | (\$1,000.00) |
| Global Coffee * | \$1,000.00 | \$0.00 | (\$1,000.00) |
| Neufeld Farms * | \$2,000.00 | \$0.00 | (\$2,000.00) |
| Restaurant Nights | \$1,400.00 | \$0.00 | (\$1,400.00) |
| Passive Fundraisers (Cobb's, Mabel's, Indigo...) | \$300.00 | \$235.89 | (\$64.11) |
| Spring Fling - TBD * | \$0.00 | \$0.00 | \$0.00 |
| Other Income: | | | |
| Surrey School District | \$200.00 | \$0.00 | (\$200.00) |
| TOTAL INCOME | \$97,306.00 | \$35,394.22 | (\$61,911.78) |
| EXPENSES | | | |
| Pumpkin Patch | \$2,300.00 | \$0.00 | \$2,300.00 |
| PAC Operations: | | | |
| BCCPAC, CPF Dues | \$135.00 | \$75.00 | \$60.00 |
| Supplies | \$150.00 | \$0.00 | \$150.00 |
| Peace Arch Classroom/Field Trip Funds | \$7,310.33 | \$7,310.33 | \$0.00 |
| Gaming Account Budget: \$10,323.49 | | | |
| Clubs - Supplies, Equipment | \$440.00 | \$0.00 | \$440.00 |
| Enrichment Events/Activities (Stream of Dreams, Yoga) | \$3,935.00 | \$0.00 | \$3,935.00 |
| Sensory Pathway | \$4,000.00 | \$0.00 | \$4,000.00 |
| French Carnival | \$300.00 | \$0.00 | \$300.00 |
| Presentations/Guest Speakers (Saleema Noon) | \$1,625.00 | \$0.00 | \$1,625.00 |
| Gifts | \$375.00 | \$100.00 | \$275.00 |
| Grade 7 Farewell | \$800.00 | \$0.00 | \$800.00 |
| Raven Fund | \$1,000.00 | \$0.00 | \$1,000.00 |
| Staff Luncheon | \$850.00 | \$0.00 | \$850.00 |
| Welcome Tea | \$41.64 | \$41.64 | \$0.00 |
| Teacher's Wish List: | | | |
| Technology | \$17,255.00 | \$0.00 | \$17,255.00 |
| Sound System - Gym | \$10,900.00 | \$0.00 | \$10,900.00 |
| Garden spaces Improvements | \$218.00 | \$0.00 | \$218.00 |
| Mud Kitchen | \$700.00 | \$0.00 | \$700.00 |
| Music Wall | \$150.00 | \$0.00 | \$150.00 |
| Crochet Club | \$115.00 | \$0.00 | \$115.00 |
| Hot Lunch Expenses: | | | |
| Hot Lunch Round 1 | \$18,000.00 | \$7,098.40 | \$10,901.60 |
| Hot Lunch Round 2 | \$18,000.00 | \$0.00 | \$18,000.00 |
| Hot Lunch Round 3 | \$18,000.00 | \$0.00 | \$18,000.00 |
| Spring Fling Expenses - TBD * | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$250.00 | \$166.71 | \$83.29 |
| TOTAL EXPENSES | \$106,849.97 | \$14,792.08 | \$92,057.89 |
| Budgeted vs. Actual Net Income | (\$9,543.97) | \$20,602.14 | \$30,146.11 |

Fundraising Report

Peace Arch PAC Meeting – Tuesday, Nov 16, 2021

Neufeld Farms Frozen Foods [Fundraiser](#):

- Launched on Monday, Nov 8; running until midnight Tuesday, Nov 23 (one week left)
- As of today:
 - 54 orders totaling \$7,858 → profit \$1,394 so far
 - Our goal is \$3,000 profit, so let's keep selling!
 - Div 10 (Mme Murphy's class) leading the way with 6 orders!
 - Please remember to select a "seller" when ordering (around 10% of orders haven't selected a seller)
- Pick-up is Friday, Dec 3rd at 2:30PM, out by the Orca Pod, just past the covered play area
 - All orders MUST be picked up from the Neufeld delivery truck at this time
 - We'll send reminder emails that week
- The [ordering website](#) has several photos of each product, including how it's packaged, for those who are wondering how much they can fit into the freezer

Cobs/Mabel's/Indigo:

- Thank you for continuing to support these 'passive' fundraisers!
- [Indigo Flipgive FUNdraiser](#) has made \$156 since last April
 - We earn 15% for purchases of e-Giftcards (delivered digitally)
 - We earn 3% for purchases made online from all other departments at indigo.ca
 - Holiday shopping online at Indigo? Please go through our fundraising link!
- [Mabel's Labels](#) has made \$108 since last April
 - Featured this month: personalized ornaments, return-address labels
 - We earn 20% on all purchases
- Cob's Bread
 - Correction to what we reported at the Sept PAC mtg: We actually earned \$128 from South Point & Semi Mall locations last school year; got the cheque in early Oct.

Global Coffee:

- Shall we go ahead and book this for mid/late January, in time for Valentine's Day?
- Coffee and hot chocolate, \$15/454g bag → profit is \$5/bag

Art Cards by Kids:

- Shall we go ahead and book this for April, to be ready in time for Mother's Day?
- Are teachers on board with supporting this project in the classroom?

White Spot Night:

- Last year (May 2021) made \$800 in one night
- We've been in touch with Guy at Morgan Crossing W.S. to ask about a day in Dec – he says too busy for them and to check back in early January; might be good to do it the week of Family Day in Feb?

Donations Drive:

- Happening? Budgeted for \$3,000 income. Can the Exec take this on?